

STANDARD 8

Central Area Technology Center Program Advisory Committee Meeting Agenda

Program: Automotive Technology
Teacher: William Bennett

Date of Meeting: November 12, 201_
Location: Central Area Technology Center

- Call to order at 4p.m.
- Introductions
- Roll Call
- Discussions:
 - Content of courses and curriculum (Curriculum is attached.);
 - Courses/certificates needed by students to meet employer demands (Copies of certificate options are attached.);
 - Supplies and equipment;
 - Upgrade training of teacher;
 - Donations;
 - Field trips, possible coop positions for students, and guest speakers;
 - Promotion of the program and
 - Other.
- Program Continuous Improvement Plan
- Implementation and Impact Check (IIC)
- Other items relative to auto tech program Recommendations
- Next meeting date
- Thanks to the committee
- Adjourn

EDUCATION CABINET

Equal Education and Employment Opportunities M/F/D

Central Area Technology Center Minutes of Program Advisory Committee Meeting

Program: Automotive Technology
Teacher: William Bennett

Date of Meeting: November 12, 201_
Location: Central Area Technology Center

The Advisory Committee for the Auto Technology program met from 4 — 6:15 pm with the following members present:

Advisory Member	Company	Title
Bill Montgomery	Montgomery Car Shop	Owner
Mike Blair	Clark Auto Sales and Repair	Employee and Former Student
Tony Wilson	Boggs Repair Shop	Owner and Parent of Current Student
Robert King	KCTCS	Auto Tech Teacher
Chris Dickinson	Central High School	Math Teacher
Curt Mathis	Central High School	ASE Contact
William Bennett	Central ATC	Auto Tech Teacher

The meeting was called to order by Mr. Bennett who introduced the members of the committee.

Mr. Bennett reviewed the recommendations made by the committee at the last meeting and reported on the actions taken on the recommendations.

August 1, 201_ Recommendations of Advisory Committee	Responses to Recommendations Completed by November 1, 201_
Work with the postsecondary partner in auto technology to align curriculum.	Mr. Bennett met with the KCTCS auto teacher that resulted in an aligned curriculum and dual credit opportunities for students.
Complete a full inventory of equipment and supplies.	Completed an inventory of equipment and supplies.
Make a list of needed equipment and supplies.	List is complete for review by advisory committee.

The following items were discussed:

Mr. Bennett shared auto-related data from CATS and KOSSA assessments, student evaluations, the program assessment team visit, enrollment and the school continuous improvement plan. The data reflected the need to incorporate math, science and English into instruction, provide more

work-based learning opportunities for students, increase enrollment and review the program improvement plan. Other issues discussed included:

- Content of courses and curriculum;
- Courses/certificates needed by students to meet employer demands;
- Supplies and equipment;
- Upgrade training for teacher;
- Donations;
- Field trips and guest speakers and
- Promotion of the program.

The committee reviewed the previous biennium program improvement plan and IIC, there was discussion on program progress since last meeting's IIC and committee signed the IIC. Committee discussed goals and activities that will be carried over into the new program improvement plan.

Mr. Bennett shared a draft of the automotive 201_ to 201_ biennium program improvement plan with the committee. After much discussion, the plan was revised based on committee suggestions and approved (signed).

The committee agreed on the following:

- The curriculum is sufficient to train students in the automotive field.
- Since the lab equipment was upgraded last school year, the equipment is sufficient.
- Mr. Montgomery will request a donation of supplies from his corporate office.
- Mr. Montgomery will open his shop for a field trip experience for student.
- Mr. Montgomery will request that his corporate office provide a guest speaker for the auto students.
- Mr. Mathis commended the teacher on having ASE teacher certification in all eight areas and the program certified. He felt that the next step was to seek AYES affiliation.

The following recommendations were made by the committee members:

Recommendation of the Advisory Committee November 12, 201_	Action Plan November 13, 201_ to May 29, 201_
Teacher participate in staff exchange at Boggs Repair Shop.	-Include staff exchange request during extended employment period
Seek WBL positions for auto tech students	-Call and/or visit these auto industry sites to determine feasibility of establishing WBL sites for auto tech students -Mr. Blair will employ two coop students the spring semester of 201_
Work with school personnel to promote program and increase enrollment.	-Talk to counselors, teachers, and principals to determine appropriate activities to promote the auto tech program -Mr. Blair's sister is editor of the local news paper. He will contact her about doing an article on the auto tech program at Central ATC.

Seek affiliation with AYES.	-Contact Todd Nickens at Office of Career and Technical Education for information on AYES program and contact person
Add task to curriculum for student to have experience in using local industry need provided alignment machine for cars produced overseas.	-Equipment arrived in December. Instructor received training in equipment use in January 201_. Student training started with the Spring semester.

The committee agreed to set a tentative date of May 30, 201_ for the next week. The meeting will be informal with a cookout during lunch.

Mr. Bennett thanked the committee and adjourned the meeting at 6:15 p.m.

Respectfully submitted,

RUTH BARNES

Ruth Barnes
Health Sciences Student

Central Area Technology Center Program Advisory Committee Meeting Agenda

Program: Automotive Technology

Teacher: William Bennett

• Cookout

Date of Meeting: November 12, 201_

Location: Central Area Technology Center

- Call to order at 12N
- Introductions/Roll Call
- Update on November 12, 201_, meeting
- Mr. Bennett has requested that the supply budget be increased to \$5,000 per school year.
- Mr. Bennett is scheduled for a week of staff exchange at Boggs Repair Shop.
- Information has not been received from Mr. Montgomery's corporate office regarding donations.
- One auto tech student is employed in a coop position at Clark Auto Sales and Repair.
- Students took a field trip to Montgomery Car Shop.
- The local newspaper featured an article on the auto tech program in February. (Copy attached)
- Mr. Bennett is meeting with the AYES representative in June 201_.
- Other items relative to auto tech program
 - Five students received auto tech O*Net certificates.
 - Three students received transportation skill standards certificates.
 - One auto tech student received a scholarship to Nashville Auto Institute.
 - One auto tech student received a scholarship to KCTCS.
 - One auto tech student placed first in the SkilisUSA state competition and will be representing Kentucky at national competition in June 200_.
- Program Continuous Improvement Plan
- Implementation and Impact Check (TIC)
- Recommendations
- Next Meeting Date
- Thanks to the committee
- Adjournment

Central Area Technology Center Minutes of Program Advisory Committee Meeting

Program: Automotive Technology
Teacher: William Bennett

Date of Meeting: May 30, 201_
Location: Central Area Technology Center

The Advisory Committee for the Auto Technology program met from 12-1:30 pm with the following members present:

Advisory Member	Company	Title
Bill Montgomery	Montgomery Car Shop	Owner
Mike Blair	Clark Auto Sales and Repair	Employee and Former Student
Tony Wilson	Boggs Repair Shop	Owner and Parent of Current Student
Robert King	KCTCS	Auto Tech Teacher
Chris Dickinson	Central High School	Math Teacher
Curt Mathis	Central High School	ASE Contact
William Bennett	Central ATC	Auto Tech Teacher

The meeting was called to order by Mr. Bennett who introduced the members of the committee.

Mr. Bennett reviewed the recommendations made by the committee at the last meeting and reported on the actions taken on the recommendations.

November 12, 201_ Recommendations of Advisory Committee	Responses to Recommendations Completed by May 30, 201_
Teacher participate in staff exchange at Boggs Repair Shop.	Mr. Bennett is scheduled for a week of staff exchange at Boggs Repair Shop.
Seek WBL positions for auto tech students	One auto tech student is employed in a coop position at Clark Auto Sales and repair.
Work with school personnel to promote program and increase enrollment.	The local newspaper featured an article on the auto tech program in February.
Seek affiliation with AYES.	Mr. Bennett is meeting with the AYES representative in June 201_.

Mr. Bennett shared the following with the committee:

- Mr. Bennett has requested that the supply budget be increased to \$5,000 per school year.
- Information has not been received from Mr. Montgomery's corporate office regarding donations.

- Students took a field trip to Montgomery Car Shop.

Mr. Bennett praised auto tech students for the following accomplishments:

- Five students received auto tech O*Net certificates.
- Three students received transportation skill standards certificates.
- One auto tech student received a scholarship to Nashville Auto Institute.
- One auto tech student received a scholarship to KCTCS.
- One auto tech student placed first in the SkiiIsUSA state competition and will be representing Kentucky at national competition in June 200.

Discussion included the following:

- Mr. Yates said he would follow up on donations from Montgomery Car Shop.
- Mr. Bennett now has a contact established with the local newspaper and hopes to have more articles published next school year.

The committee reviewed the program improvement plan and IIC, there was discussion on program progress since last meetings IIC and committee signed the IIC.

The following recommendations were made by the committee members:

Recommendation of the Advisory Committee May 30, 201	Action Plan May 30, 201 to October 1, 201
All advisory members will work with the middle and high school counselors, teachers, and principals to promote the auto tech program to increase enrollment	Advisory members will contact the appropriate individuals to encourage promotion of the program
Continue to pursue WBL positions for students.	Every advisory committee will contact Br. Bennett and give him at least one option for WBL for one student
Continue to pursue AYES affiliation	The teacher will continue to pursue AYES affiliation and request additional equipment and supplies as appropriate

The next meeting will be at 4 pm on October 2 at the Tech Center.

Mr. Bennett thanked the committee and adjourned the meeting at 1:30 p.m.

Respectfully submitted,

JOY GRIDER

Joy Grider
Office Technology Student

Included in Standard 8A

Included in Standard 8A

Included in Standard 8A

**Central Area Technology Center
Auto Technology Program
Contact with Advisory Committee Members
Current Year**

Committee Member	Phone Fax/E-Mail	Company	Address	Topic	Date
Thomas Yates	502-448-9786 502-876-1234 TYates@mont.com	Montgomery Car Shop	505 Towne Drive Frankfort, KY 40601	Christmas Parade Participation	10-09-0_ 11-13-0_ 12-11-0_
Mike Blair	502-223-6789 502-2236799 MBlair@clark.com	Clark Auto Sales and Repair	346 Clark Road Frankfort, KY 40601	Donation of an automobile part	02-15-0_
Tony Wilson	502-675-2234 502-675-2235 Tony@bts.com	Boggs Repair Shop	693 Rock Road Frankfort, KY 40601	Serving on the auto advisory committee Serving as guest speaker to my auto electricity class	08-08-0_ 11-01-0_
Robert King	859-223-5438 859-5439 RKing@kctes.com	Central Technical College	505 University Drive Lexington, KY 40506	Dual credit agreement	08-08-0_
Chris Dickinson	502-875-2234 502-875-2235 CDick@central.com	Central High School	555 High School Drive Frankfort, KY 40601	Integration project	08-09-0_ 10-15-0_ 11-12-0_
Curt Mathis	877-ASE-TECH	ASE Institute	13505 Dulles Tech Drive Herndon, VA 20171-3421	Industry certification Student scholarship possibility Student recognition in their publication	05-06-0_ 12/15/0_ 04/04/0_
Bill Montgomery	502-448-9786 502-876-1234 BMont@mont.com	Montgomery Car Shop	505 Towne Drive Frankfort, KY 40601	Possible WBL site Coop student Second coop student	08-08-0_ 08-15-0_ 08-30-0_
Mike York	502-875-8970 502-875-8971 myork@wilson.com	Wayne's Auto	445 Main Street Frankfort, KY 40601	Possible WBL site Shadowing date Judging SkillsUSA	08-08-0_ 11-15-0_ 12/12/0_
Gloria Johnson	502-875-8970 502-875-8971 gjohnn@wilson.com	Wilson Auto	445 Main Street Frankfort, KY 40601	Possible WBL site Curriculum	08-08-0_ 05/25/0_

Standard 8F – List of Advisory Committee with at least 7 Members Including Titles

**Central Area Technology Center
Auto Technology Program
Advisory Committee Members
Current Year**

Committee Member	Title	Company	Address	Phone Fax/E-Mail
Thomas Yates	Technician	Montgomery Car Shop	505 Towne Drive Frankfort, KY 40601	502-448-9786 502-876-1234 <u>TYates@mont.com</u>
Mike Blair	Technician	Clark Auto Sales and Repair	345 Cark Road Frankfort, KY 40601	502-223-6789 502-2236799 <u>MBlair@clark.com</u>
Tony Wilson	Owner and Parent of Current Student	Boggs Repair Shop	693 Rock Road Frankfort, KY 40601	502-675-2234 502-675-2235 <u>Tony@brs.com</u>
Robert King	Auto Tech Teacher	Central Technical College	505 University Drive Lexington, KY 40506	859-223-5438 859-5439 <u>RKing@ketcs.com</u>
Chris Dickinson	Math Teacher	Central High School	555 High School Drive Frankfort, KY 40601	502-875-2234 502-875-2235 <u>CDick@central.com</u>
Curt Mathis	Coordinator	ASE Institute	13505 Dulles Tech Drive Herndon, VA 20171-3421	877-ASE-TECH
Bill Montgomery	Owner	Montgomery Car Shop	505 Towne Drive Frankfort, KY 40601	502-448-9786 502-876-1234 <u>BMont@mont.com</u>
Mike York	Technician	Wayne's Auto	445 Main Street Frankfort, KY 40601	502-875-8970 502-875-8971 <u>myork@wilson.com</u>
Gloria Johnson	Technician	Wilson Auto	445 Main Street Frankfort, KY 40601	502-875-8970 502-875-8971 <u>gjohn@wilson.com</u>